



Foreign Affairs Manual

VOLUME 9 – Visas

Change Transmittal: VISA-783

Date: October 18, 2005

9 FAM 41.112 PROCEDURAL NOTES

Changes

1. 9 FAM 41.112 Procedural Notes have been substantially revised:
 - Sections PN1.1, PN1.2, and PN1.2-1 contains both new and deleted text.
 - Section PN1.2-2 is completely new.
 - Section PN2 is completely new and the old PN2 became section PN4 in the new version.
 - Section PN2.1 in the old version became PN4.1 in the new version.
 - Sections PN2.2, PN2.2-1, and PN2.2-2 were deleted entirely.
 - Section PN3 in the new version is completely new text, while the PN3 in the old version has become PN5.

Other corrections include punctuation, formatting, explaining the acronyms that appear.
2. **Change Transmittal** has replaced the term, Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission. The FAM volume's transmittal acronym and numerical series remains in place.
3. Revisions since the last update appear in italics and dark magenta. Other than formal titles, the italics will be removed the next time the material is updated. Only current changes will appear in italics. Italics provide a historical record of changes.
4. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see 2 FAM 1115.2).

Filing Instructions (Paper Copies)

1. Remove 9 FAM 41.112 Procedural Notes (CT:VISA-328; 10-25-2001, 4 pages) and insert (CT:VISA-783; 10-18-2005, 4 pages).
2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:VISA-783, and initial.

Distribution Notice

1. The *Foreign Affairs Manual* and *Handbooks* (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the *Foreign Affairs Manual* are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5). A/RPS/MMS/P, Room B934, 202-736-7470, FAX 202-736-7472, handles all requests for paper copies, including non-Government users (include either fiscal information or payment with request, as appropriate).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/RPS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this change transmittal letter.

(CA/VO/L/R)